

**HAMPTON BOARD OF SELECTMEN
SELECTMEN'S MEETING ROOM
DECEMBER 17, 2007 – 7:00 PM**

PRESENT: Ben Moore, Chairman
Bill Lally, Vice Chairman
James Workman
Virginia Bridle-Russell
Rick Griffin
Fred Welch, Town Manager
Maureen Duffy, Administrative Assistant

REGRETS:

Chairman Moore called the meeting to order at 7:15 p.m. and introduced those in attendance.

SALUTE TO THE FLAG

I. ANNOUNCEMENTS AND COMMUNITY CALENDAR

Mrs. Bridle-Russell noted that there is still time to contribute to the Hampton Fire Fighter Toy Bank. Gifts will be distributed at Hobbs House this Saturday, December 22. Mrs. Bridle-Russell said that there is still time to register for gifts and that monetary and toy donations are still being accepted. She also reported that Hampton food banks are at a low level and are accepting donations.

Chairman Moore asked residents to drive with care after the recent snowfall. He also announced that tonight's meeting will be the last until January 7th. He wished Hampton citizens a Merry Christmas and a Happy New Year.

II. APPOINTMENTS

1. RECREATION & PARKS DIRECTOR DYANA MARTIN – UPDATE

Mrs. Martin discussed the parks maintenance program. Activities included leaf pickup, marking the fields for football, soccer and flag football. In preparation for winter the Department mowed all park areas and all town property. In addition, they prepared holiday ornaments for the tree lighting ceremony and winter season.

Director Martin was pleased to report that the Parking Lots are closed for the season and they had their best revenue generating year to date (\$383,299).

The Recreation programs included a Holiday Tree Lighting Ceremony on November 30th and the Holiday Carnival on December 1. Even though it was very cold out the Carnival was well attended and a lot of fun was

had by all. Director Martin thanked Parson's Electric for their assistance with putting up all the holiday lights downtown. They also fixed some of the lights on the poles and helped with the electric for the Tree Lighting and Carnival.

The Recreation Director has also been discussing with the Precinct the possibility of a beach volleyball tournament next summer.

Other Recreation programs include taking residents on a number of trips. The bus has gone to Mohegan Sun, Foxwoods, and on many shopping trips. Other excursions include Castle in the Clouds, a trip to Canterbury Shaker Village and to the Portland Symphony Orchestra this weekend. The Department also had their first Collette Tour trip to Italy, which was very successful. Two more trips have been planned, one for the Canadian Rockies and one to Ireland.

Mrs. Martin noted that flag football teams were put together for grades 3 to 5 and 6 to 8. New this year is high school flag football. The season was a success and a banquet was held last week for the volunteer coaches.

On December 17 and 18, the Department will be taking people out on trips to see the decorated houses in Hampton. The Recreation Council will be judging the businesses and homes that are entered in the Holiday Lights Spectacular contest.

The Department has a few events arranged for the holiday vacation. One day the kids are going to Ko Ko Key Water Resort in Danvers and on another day they will be going to Holodek for some video game fun.

Mrs. Martin reported that the ski and ride program starts in January.

2. ELLEN GOETHEL & NATHAN PAGE – OLD STAGE ROAD BRIDGE + ICE POND

Conservation Commission Chairman Ellen Goethel and Conservation Commission member Nathan Page addressed the Board. Mr. Page has been working with the Hampton Falls Conservation Commission as a joint project between the two towns to restore the Old Stage Road Bridge. The Conservation Commission requires Selectmen permission to apply for a \$30,000 grant to make the bridge safe for pedestrians and cyclists. The NH Trails Bureau's Recreational Trails Program grant will be used to restore the bridge and to connect the trail from the Apple Crest Conservation land through to the Hurd Farm. Mr. Page explained that the matching contributions will be raised privately or will be in-kind donations. He also noted that the Town Manager should be receiving a letter from the NH Department of Transportation declaring the road suitable for pedestrian and bicycle traffic. Mr. Page asked the Selectmen to consider signing the letter presented, supporting the grant application.

Chairman Moore asked about the monies that would be spent on the project. Mrs. Goethel said that the Town of Hampton Falls will receive the money and will complete the project. Mr. Moore asked if the Town of Hampton will need to hold a public hearing to accept the funds. Mrs. Goethel believes that all required hearings will be held in Hampton Falls. If she finds out otherwise she will let the Selectmen know. Mrs. Goethel pointed out that there will be no public funds expended on this project. She said that permission is required because part of the bridge is in Hampton. At this point all that is needed is a letter of intent stating that the Hampton Selectmen support the Hampton Falls Conservation Commission's grant application and the project.

Mr. Page said that perhaps public funds will be necessary to pave the Old Stage Road on the Hurd Farm side. The paving project may be included in the 2009 budget or presented to the voters as a special money article.

Mr. Griffin MOTIONED to approve and sign the letter presented in support of the Hampton Falls, NH Trails Bureau's Recreational Trails Program grant application for \$30,000. **Mr. Workman SECONDED.**

VOTE: UNANIMOUS FOR

The Ice Pond item was tabled until later in the meeting.

3. FINANCE DIRECTOR MICHAEL SCHWOTZER

- **Year End Encumbrances**
- **Approval / Signing of Two Loan Commitment Letters**
- **Possible Warrant Article Financial Comment Format**

Mr. Schwotzer provided the Selectmen with a monthly finance report. The second page shows the savings calculations. Last week he presented November's savings estimate at \$837,000. The Finance Director has updated purchase orders (PO) and has reduced the figure to \$782,000. Mr. Schwotzer believes that there will be some minor activities before the end of the year and it should be about the same as last year (\$600,000 - \$700,000 range) which would go to the undesignated fund balance. The third page of the report is the most current financial activity for the Town. Mr. Schwotzer noted that the accounts payable listing is \$517,000 and that he missed the Police badges on the accounts payable list. The Finance Director reported that the Town has the ability to hold the books open for 10 days at the end of the fiscal year and that he would like to come before the Selectmen on January 7 with a definitive list of encumbrances.

Chairman Moore asked if the account payable list is the same as the PO list. Mr. Schwotzer confirmed that as being true.

At last week's meeting, Mr. Schwotzer discussed the money that is needed to be returned due to the State Revolving Fund (SRF) shortfalls resulting from the Beach Infrastructure and Kings Highway project. The Finance Director presented the commitment letters from The Provident Bank and asked the Selectmen to approve and sign it.

The Beach Infrastructure commitment is for a total of \$692,000 and \$468,000 for Kings Highway.

Mr. Workman MOTIONED to sign the commitment letters with The Provident Bank for \$692,000 (Beach Infrastructure) and the other \$468,000 for Kings Highway. **Mrs. Bridle-Russell SECONDED.**

VOTE: UNANIMOUS FOR

Chairman Moore asked Mr. Schwotzer to send a sample of the Fiscal Impact Note to the Department of Revenue Administration (DRA) or to the Local Government Center (LGC) before January 8th to make sure they are comfortable with it. Mr. Schwotzer is working with Town Counsel on the matter.

ICE POND

Town Attorney Gearreald and Conservation Commission Chairman Ellen Goethel addressed the Board. They have been working for two years to come to an agreement with the property owners of the Ice Pond. Town voters supported the 2006 Warrant Article for \$100,000 to be used to purchase the Ice Pond. Additional Conservation funds will be used to meet the total purchase price. The Selectmen, as the governing body, have the authority to authorize the use of the Conservation funds for the purchase of the Ice Pond. The property is a total of 12.887 acres and is located on Woodland Road and would otherwise be considered buildable. The pond drains out through a dam located on Malcolm Smith's land. Attorney Gearreald explained that the purchase and sales agreement includes the Ice Pond and the conveyance of the dam. Along with the dam there are some easements that will be useful to the Conservation Commission for the purposes of maintaining and rebuilding it as well as controlling the water level. The stream goes out to a culvert under Woodland Road and eventually out to the Great Meadow area and out to Meadow Pond. An easement is also included for dredging purposes to keep out unwanted vegetation.

The total purchase price is \$240,000; \$230,000 of that figure is for the pond and the remaining \$10,000 is for the dam and associated easements. Attorney Gearreald noted that the easement owned by the Town would need to be conveyed back to the current owner, Mr. Smith. This process would involve RSA 41-14a, which involves two public hearings after input from the Planning Board and the Conservation Commission. The process takes approximately six weeks to two months. It is anticipated that the purchase closing will take place this Thursday, December 20 and the easement necessary would take place on March 1.

Chairman Moore asked if the dam requires any immediate maintenance. Attorney Gearreald reported that the dam is subject to a \$25,000 grant to study the dam and the building of hiking trails for public use. He said that it looks like there may be a need for some repair work to be done on the northerly side of the dam in the short term. Mrs. Goethel said that they applied for the grant to study what needed to be done on the dam. The State needed the purchase of the pond for the Town's match for the \$25,000. As long as the Town owns the dam other grants may be available for the purpose of maintenance. Mrs. Goethel said that she cannot guarantee that the dam maintenance will not cost the Town anything.

Mr. Griffin MOTIONED to approve and to sign the Ice Pond and dam sales purchase agreement form. **Mr. Lally SECONDED.**

VOTE: UNANIMOUS FOR

III. MINUTES – DECEMBER 10, 2007

The December 10, 2007 minutes stand approved as distributed.

IV. OLD BUSINESS

1. TOWN MANAGER'S REPORT

Town Manager Welch reported that the Leavitt Road sewer and drain bid was awarded to Jasand Inc. of North Hampton. They were the lowest bidder in the amount of \$29,458.55.

Wright-Pierce was awarded the Town's Sewer Collection System Operation and Maintenance Plan bid. The company was the only bidder in the amount of \$9,900. State and federal regulations require such a plan.

A bid was awarded to N.A. Burkitt in the amount \$25,000 to acquire a Mini-Track paver. This company was the only bidder.

Howard P. Fairfield was awarded the sewer inspection camera bid in the amount of \$31,673. Mr. Welch believes this was the last bid of the year.

Mr. Welch answered the Chairman's question from last week's meeting regarding the police cruisers. He suggested that the Board withdraw the cruiser article from the Warrant since the Budget Committee has added two cruisers in the budget. The other two cruisers were planned to be purchased from a special account which can be done without a Town meeting vote, as long as the Selectmen and Budget Committee are aware of the purchase.

Mr. Welch reported that there was one zoning article petition submitted on the last day, December 12. Unfortunately, there were only 21 valid signatures and the article will not appear on the Warrant.

The Town Manager gave the Selectmen a memorandum regarding the new police badges.

Mr. Lally MOTIONED to rescind the Selectmen's motion made on October 22, 2007 to place the police cruisers article on the warrant. **Mr. Griffin SECONDED.**

VOTE: UNANIMOUS FOR

Chairman Moore is pleased to see the cost of the police badges decreased to \$12,000. Mr. Lally asked if there was enough money in the police budget to cover the cost. Mr. Welch stated that there was. He also noted that the badges will be trademark registered so that fake duplicates cannot be made. There were no objections from the Board and Chairman Moore stated that the Police Chief may proceed with the purchase.

Chairman Moore noted that there is a possibility of the tennis court article being rewritten to allow for more money from the 2008 expected revenues.

Chairman Moore reminded citizens that the deadline for petitioned articles is January 8, 2008. He also noted that when signing articles it is necessary that people use their legal name when signing petitioned articles. Illegible, non-proper names will not be counted towards the necessary 25 registered voters' signatures.

IV. NEW BUSINESS

1. PETITIONED ARTICLES

An article has been submitted to see if the Town will vote to open two gates, one on Hardardt's Way and the other at the intersection of Hardardt's Way and Tide Mill Road.

Lamprey Transportation has submitted an article to request funds in the amount of \$4,200. Mr. Moore was concerned that the article does not state "raise and appropriate". Mr. Welch will have the Town Attorney review the article to determine if the language may be added prior to placing it on the warrant, as that is the intent of the article. It was also noted that the wording may be amended at the Deliberative Session.

2. SOCIAL SERVICES ARTICLES

Mrs. Bridle-Russell MOTIONED to move Seacoast Youth Services (\$2,500), New Generations Shelter (\$2,000) and Red Cross (\$1,000) forward to the warrant. **Mr. Griffin SECONDED.**

VOTE: UNANIMOUS FOR

Mr. Welch asked about the sequence in which the articles should be placed on the warrant. He plans on presenting all articles to the Board after January 8th.

The Town Manager has received a request for the Recreation bus to be used to pick senior residents up at designated satellite locations and take them to the polls for the Primary, General Election and for the Town Meeting vote. It was the consensus of the Board to provide this service.

Mr. Welch announced that the Governor in Council has approved a special election for the Hampton State Representative. Interested candidates may register at the Town Hall on December 24. Registration for State Representative will continue until December 28th at the Secretary of State office in Concord.

VI. CONSENT AGENDA

1. Grant for the Preparation of Amendments to the Town Zoning Ordinance
2. Dance Hall Permit
3. Wedding Ceremony Request

Mr. Moore passed the gavel to Vice-Chair Lally. Mr. Moore asked that the Wedding Ceremony Request be removed from the consent agenda. Mr. Lally passed the gavel back to Mr. Moore.

Mr. Workman MOTIONED to accept the Grant for the Preparation of Amendments to the Town Zoning Ordinance and the Dance Hall Permit. **Mrs. Bridle-Russell SECONDED.**

VOTE: UNANIMOUS FOR

Chairman Moore noted that there is a clear policy regarding no alcohol on Town beaches. There was no objection to the wedding being held at Ruth Stimson Park; only to alcohol and parking. Mr. Welch will ask the citizen to amend his request.

VII. PUBLIC COMMENTS

None

VIII. CLOSING COMMENTS:

None

IX. ADJOURNMENT

Mrs. Bridle-Russell MOTIONED to adjourn at 8:13 p.m. **Mr. Lally SECONDED.**

VOTE: UNANIMOUS FOR

Chairman